

**Public Safety Communications Advisory Commission (PSCC)
Summary of Minutes - Regular Public Meeting**

Tuesday, February 15, 2011

PSCC Voting Members Present

- Chad Kirkpatrick, State CIO & Director, Government Information Technology Agency (Chairman)
- Amy Brooks, Captain, Apache Junction Fire Department
- Steven Campbell, Chief, City of El Mirage Police Department
- Tracy Montgomery, Assistant Chief, Phoenix Police Department
- William Pribil, Sheriff, Coconino County
- Patrick Quinn, Deputy Chief, Tucson Fire Department
- Kathleen Robinson, Assistant Chief, Tucson Police Department
- Dan Wills

PSCC Voting Members Absent

- Joe Anderson, Assistant Chief, Bullhead City Fire Department
- Michael Brashier, Communications Manager, City of Casa Grande
- Jan Hauk, Past President, Arizona Fire District Association Representative
- Gilbert Orrantia, Director, Arizona Department of Homeland Security
- Dewayne Woodie, Fire Chief, Ganado Fire District/EMS
- Mike Worrell, Captain, Phoenix Fire Department

Government Information Technology Agency (GITA) & GITA, Public Safety Interoperable Communications (GITA-PSIC) Office Attendees:

- Lisa Meyerson, Arizona Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications (PSIC) Office
- Justin Turner, PSIC Operations Manager, GITA-PSIC
- Michael Todd, Regional Interoperability Manager, GITA-PSIC
- Suesan Nordman, Project Manager, GITA-PSIC
- Michael Britt, Project Manager, GITA-PSIC

Additional Meeting Presenters

- Dr. Jennifer Harder, Senior Scientist, Science Applications International Corporation (SAIC)
- Tom Florman, Communications Manager, Coconino County Sheriff's Office
- Kimberly Clark, Administrator, Public Safety Communications, City of Mesa Police Department
- Morgan Hoaglin, Communications Coordinator, AZ Division of Emergency Management
- Paul Wilson, SIEC Co-Chair

37 Interested parties and members of the public were also present.

Call to Order and Roll Call

The meeting was called to order at 1:08 PM by Chairman Chad Kirkpatrick, Director of the Government Information Technology Agency. Chairman Kirkpatrick thanked Commissioners for attending. Roll call was taken by Mr. Justin Turner, PSIC Operations Manager, as noted above and a quorum of the PSCC was declared present.

Chairman Kirkpatrick introduced Lt. Colonel Jeff Raynor, who has been appointed as the Assistant Director of the Technical Services Division at the Department of Public Safety.

Chairman Kirkpatrick also introduced Captain Paul Wilson. Mr. Wilson provided an update on the recent helicopter crash in Pima County that involved PC-WIN staff and consultants. Individuals wishing to send get well wishes to Larry Sayers can visit <http://www.caringbridge.org/visit/LarrySayers>.

Approval of Minutes – November 16, 2010 Meeting

Action Item

Chairman Kirkpatrick asked for comments on the November 16, 2010 meeting minutes. Chairman Kirkpatrick then asked for a motion to approve the minutes. Commissioner Pat Quinn made a motion to approve the minutes. The motion was seconded by Commissioner Dan Wills. The motion was unanimously carried and the minutes were approved.

Annual SCIP Updates

Presenters: Lisa Dee Meyerson, Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications Office (PSIC), GITA

Dr. Jennifer Harder, Senior Scientist, Science Applications International Corporation (SAIC)

Information & Discussion Item

Ms. Lisa Meyerson and Dr. Jennifer Harder updated the Commission on the status of the 2011 SCIP Revision Process. Dr. Harder reviewed the objectives for the 2011 SCIP Revision and then facilitated a discussion on the existing strategic initiatives and objectives in the SCIP, as well as the proposed initiatives and objectives. Dr. Harder also reviewed the SCIP update timeline. The Commission offered several suggestions and comments which will be reviewed and incorporated in the SCIP revision process.

NECP Goal Two Assessment – La Paz County

Presenter: Community, Observer, & Staff Speakers

Information & Discussion Item

Community members, PSIC Staff, and Observations members shared their reflections from the NECP Goal Two Performance Assessment in La Paz County. The La Paz County assessment was held on February 5, 2011. Lt. Curt Bagby with La Paz County Sheriff's Office, and Chief Chris Chambers with Buckskin Fire Department discussed their perspectives on the event, the preparation process, and the observation process.

The following observers shared their perspectives on the assessment and the lessons learned from the observation:

Michael Todd – Lead Observer, Public Safety Interoperable Communications Office

Andy Clark - Public Safety Interoperable Communications Office

Morgan Hoaglin - Arizona Department of Emergency and Military Affairs

Jeremy Knoll - AZ Department of Public Safety, Wireless Systems Bureau

Jason Roosevelt - City of Phoenix Fire Department

The observation team also provided recommendations to other communities preparing for assessment events.

Santa Cruz County Regional Channel Planning

Information & Discussion Item

Note: Due to scheduling conflicts, Les Caid, Public Safety Planner with Tubac Fire was unable to present this agenda item. It will be rescheduled for the April PSCC meeting.

Flagstaff Regional Update

Presenter: Tom Florman, Communications Manager, Coconino County Sheriff's Office

Information & Discussion Item

Mr. Tom Florman provided the Commission with an annual update on events affecting communications in the Flagstaff Region during 2010. Mr. Florman's presentation highlighted some of the challenges facing the public safety community in Coconino County, including the impact of fires, floods and other natural disasters that affected the region.

On the Road to Plain Language

Presenter: Kimberly Clark, Administrator, Public Safety Communications, City of Mesa Police Department

Information & Discussion Item

Ms. Kimberly Clark presented an overview of the City of Mesa's efforts to roll out plain language in compliance with the requirements in the ICS. Ms. Clark discussed Mesa's plan, and some of the challenges and successes they faced.

Strategic Technology Reserve Update

Information & Discussion Item

Note: Due to scheduling constraints, this agenda item was not presented and will be rescheduled for the April PSCC meeting.

Statewide Outreach Plan

Information & Discussion Item

Note: Due to scheduling constraints, this agenda item was not presented and will be rescheduled for the April PSCC meeting.

Statewide Interoperability Executive Committee (SIEC) Update

Presenter: Paul Wilson, SIEC Co-Chair

Information & Discussion Item

Paul Wilson briefed the commission on the recent activities of the Statewide Interoperability Executive Committee (SIEC). Topics covered during Mr. Wilson's presentation include:

- Arizona Interoperable Channels Plan
- Communications Unit Training Coordination Procedure
- Technical Project Updates
- Other Interoperability Updates
- Preview of the next SIEC meeting

PSIC Office – Quick Key Updates & Next PSCC Meeting

Presenter: Lisa Dee Meyerson, Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications Office (PSIC), GITA

Information & Discussion Item

Ms. Meyerson discussed the *PSIC Office Key Updates* handout, but due to time constraints, she did not provide a full briefing on the activities of the PSIC Office.

Comments from the Public

No comments from the public were received.

Adjournment

Chairman Kirkpatrick called for a motion to adjourn. Commissioner William Pribil motioned to adjourn the meeting, which was seconded by Commissioner Steven Campbell and unanimously carried. The meeting adjourned at 3:11 PM.

Pursuant to A.R.S. 38-341-01(B), minutes of the Public Safety Communications Advisory Commission are recorded by tape recorder. Taped minutes are maintained in the office of the Government Information Technology Agency. Public access and review of PSCC minutes are available by appointment Monday through Friday during normal business hours. Please contact the PSIC office at 602-364-4498 to arrange for an audio of the tape-recorded proceedings.